



20 December 2017

Mr John Holloway
President, Tasmania Branch
United Firefighters' union of Australia

Sent via email

Dear Mr Holloway

Re: – United Firefighters' Union of Australia, Tasmania Branch - financial report for year ending 30 June 2017 (FR2017/242)

I refer to the financial report of the Tasmania Branch of the United Firefighters' Union of Australia. The documents were lodged with the Registered Organisations Commission ('the ROC') on 13 December 2017. A copy of the documents that had been provided to the members was received today.

The financial report has been filed. The financial report was filed based on a primary review. This involved confirming whether the financial reporting timelines required under s.253, s.265, s.266 and s.268 of the *Fair Work (Registered Organisations) Act 2009* (RO Act) have been satisfied, all documents required under s.268 of the RO Act were lodged and that various disclosure requirements under the Australian Accounting Standards, RO Act and reporting guidelines have been complied with. A primary review does not examine all disclosure requirements.

You are not required to take any further action in respect of the report lodged. However I make the following comments to assist you when preparing the next report. Please note the financial report for the period ending 30 June 2018 may be subject to an advanced compliance review.

Reports must be provided to members at least 21 days before General Meeting

Under section 265(5)(a) of the RO Act, where the report is presented to a General Meeting of members, the report must be provided to members at least 21 days before that meeting.

The Designated Officer's Certificate stated that the financial report was provided to members on 23 November 2017 and presented, for the purposes of section 266, to a General Meeting of members on 1 December 2017. If these dates are correct, the reporting unit only provided members the financial report 8 days before the General Meeting.

Reporting Requirements

On the ROC website is a number of factsheets in relation to the financial reporting process and associated timelines. The most recent copy of the Reporting Guidelines and a model set of financial statements can also be found. The ROC recommends reporting units use this model as it will assist in ensuring compliance with the RO Act, the s.253 Reporting Guidelines and the Australian Accounting Standards. Access to this information may be obtained via [this link](#).

Please note that new Reporting Guidelines will apply to organisations and branches with financial years *commencing* on or after 1 July 2017. Updates and information on the new guidelines will be provided through the ROC website and the [subscription service](#).

Yours faithfully

A handwritten signature in black ink that reads "Stephen Kellett". The signature is written in a cursive style with a long horizontal stroke extending to the right.

Stephen Kellett
Financial Reporting
Registered Organisations Commission

United Firefighters Union of Australia Tasmania Branch

Financial Report

For the Year Ended 30 June 2017

United Firefighters Union of Australia Tasmania Branch

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For the Year Ended 30 June 2017

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OPERATING REPORT



I, John Holloway, being the designated officer responsible for preparing this financial report for the financial year ended 30 June 2017 of United Firefighters Union of Australia Tasmanian Branch, report as follows:

Number of members

As at 30 June 2017 - 344 members.

Number of employees

As at 30 June 2017 the Branch employed 1 full time equivalent Secretary 5 days per week. An Office Manager was appointed on 17th July 2017.

Principal activities

During the reporting period the Branch was successful in improving member's wages and improving conditions of employment including matters relating to processing and supporting members with workers compensation claims. There has been no significant change to the principal activities during the year.

Significant changes in financial affairs

There were no significant changes in the reporting unit's financial affairs and principal activities during the financial year.

Right of member to resign

Members of the Branch are fully aware of their right to be or not be a member of the union. They are aware that this can be done by written notice to the Branch Secretary.

The Branch receives copies of all resignation letters courtesy of the Tasmania Fire Service and/or directly from the membership. These are accepted for the purpose of resignation from Branch membership. The Branch does not collect union dues in arrears under any circumstances.

UFU of A Rules - Rule 8 – RESIGNATION FROM MEMBERSHIP states:

"8 - RESIGNATION FROM MEMBERSHIP

- (1) A member of the Union may resign from membership by written notice addressed and delivered to the Secretary of the Branch to which such member belongs.
- (2) A notice of resignation from membership of the Union takes effect:
 - (a) where the member ceases to be eligible to become a member of the Union:
 - (i) on the day on which the notice is received by the Union; or
 - (ii) on the day specified in the notice, which is a day not earlier than the day when the member ceases to be eligible to become a member;
 - whichever is later; or

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Please address all correspondence to the President**

Branch President: John Holloway
Mobile: 0437 987 225




Committee of Management Statement

On 8/11/2017 the Committee of Management of the United Firefighters Union of Australia Tasmania Branch passed the following resolution in relation to the general purpose financial report (GPFR) for the financial year ended 30 June 2017:

The Committee of Management declares that in its opinion:

- (a) the financial statements and notes comply with the Australian Accounting Standards;
- (b) the financial statements and notes comply with any other requirements imposed by the Reporting Guidelines or Part 3 of Chapter 8 of the *Fair Work (Registered Organisations) Act 2009* (the RO Act).
- (c) the financial statements and notes give a true and fair view of the financial performance, financial position and cash flows of the reporting unit for the financial year to which they relate;
- (d) there are reasonable grounds to believe that the reporting unit will be able to pay its debts as and when they become due and payable;
- (e) during the financial year to which the GPFR relates and since the end of that year:
 - (i) meetings of the Committee of Management were held in accordance with the rules of the organisation including the rules of a Branch concerned; and
 - (ii) the financial affairs of the reporting unit have been managed in accordance with the rules of the organisation including the rules of a Branch concerned; and
 - (iii) the financial records of the reporting unit have been kept and maintained in accordance with the RO Act; and
 - (iv) where the organisation consists of two or more reporting units, the financial records of the reporting unit have been kept, as far as practicable, in a consistent manner to each of the organisation; and
 - (v) where information sought in any request of a member of the reporting unit or Commissioner duly made under section 272 of the RO Act has been provided to the member or Commissioner; and
 - (vi) where any order for inspection of financial records has been made by the Registered Organisations Commission under section 273 of the RO Act, there has been compliance.
- (f) there was no recovery of wages activity for the financial year.

Signed in accordance with a resolution of the members of the Committee of Management:



John Holloway
Designated Officer
Branch President

Dated the 8 day of 11/2017

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Please address all correspondence to the Secretary

Branch President: John Holloway
Mobile: 0437 987 225

(b) in any other case:

(i) at the end of two weeks after the notice is received by the Union; or

(ii) on the day specified in the notice;

whichever is later.

- (3) Any dues payable but not paid by a former member of the Union, in relation to a period before a member's resignation from the Union took effect, may be sued for and recovered in the name of the Union, in a court of competent jurisdiction, as a debt due to the Union.
- (4) A notice delivered to the Branch Secretary shall be taken to have been received by the Union when it was delivered.
- (5) A notice of resignation that has been received by the Union is not invalid because it was not addressed and delivered in accordance with Sub-Rule (1).
- (6) A resignation from membership of the Union is valid even if it is not effected in accordance with this Rule if the member is informed in writing by or on behalf of the Union that the resignation has been accepted."

In addition, members may resign in accordance with the provisions of the Fair Work (Registered Organisations) Act 2009.

The UFU continues to have a very high density rate of union membership.

Superannuation trustees

No officer or member of the reporting unit holds a position as a trustee or director of a superannuation entity or exempt public sector superannuation scheme.

Details of membership of the Committee of Management 1/7/16 – 30/6/17.

Position	Name	Period held Office during year
President	John Holloway	1/7/16 – 30/6/17
Branch Secretary	Greg Cooper	1/7/16 – 30/6/17
Vice-President	Colin Lockhart	1/7/16 – 30/6/17
Junior Vice-President	Warren Frey	1/7/16 – 30/6/17
Trustee	Stewart McKinlay	1/7/16 – 30/6/17
Trustee	Glenn Greenland	1/7/16 – 30/6/17
Trustee	Mark Dobson	1/7/16 – 30/6/17
Trustee	Grant Joyce	1/7/16 – 30/6/17
Trustee	Jeremy Patterson	1/7/16 – 30/6/17
Trustee	Jeremy Ripper	1/7/16 – 30/6/17

Signature of designated officer:

Dated the...3...day of...11.....2017.

Name and title of designated officer: John Holloway Branch President

Signed in accordance with a resolution of the Members of the Branch Committee:

John Holloway
Branch President
Mobile: 0437 987 225

United Firefighters Union of Australia Tasmania Branch

Statement of Comprehensive Income

For the Year Ended 30 June 2017

	Note	2017 \$	2016 \$
Income			
Capitation fees and levies	2(a)	-	-
Grants and donations	2(b)	-	-
Interest income		6,287	5,088
Other revenue		570	920
Recovery of wages from employers		-	-
Union dues (subscriptions)		282,329	289,200
Total income		289,186	295,208
Less: Expenses			
Accountancy and audit		5,865	4,640
Administrative charges - Unions Tasmania		10,300	1,200
Affiliation, capitation and levies	3(a)	30,751	44,394
Air fares and travel		13,623	10,434
Bank charges		44	354
Catering		4,975	2,249
Computer expenses		2,788	148
Cost of sales		(676)	(1,594)
Depreciation		4,881	4,105
Employee benefits expense	3(b)	133,537	151,798
Fringe benefits tax		-	3,153
Grants and donations	3(c)	2,000	-
Insurance		1,045	3,043
Light and power		1,935	2,111
Motor vehicle expenses		6,238	4,826
Other administrative expenses	3(d)	6,736	3,991
Printing and stationery		4,469	6,550
Rent		7,430	7,996
Repairs and maintenance		-	-
Sundry expenses		5,755	3,705
Telephone		4,187	5,519
Training and development		-	-
Travel		-	5,651
Union provision for employees		215	1,000
Water cooler hire and expense		-	200
Total Expenses		246,098	265,473
Net surplus/(deficit) for the year		43,088	29,735
Other comprehensive income		-	-
Total comprehensive income		43,088	29,735

The accompanying notes form part of these financial statements.

United Firefighters Union of Australia Tasmania Branch

Statement of Financial Position

As At 30 June 2017

	Note	2017 \$	2016 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	4	290,276	269,697
Trade and other receivables	5	-	-
Inventories		1,937	2,856
Prepayment	6	823	1,018
TOTAL CURRENT ASSETS		<u>293,036</u>	<u>273,571</u>
NON-CURRENT ASSETS			
Plant and equipment	7	42,988	25,324
TOTAL NON-CURRENT ASSETS		<u>42,988</u>	<u>25,324</u>
TOTAL ASSETS		<u>336,024</u>	<u>298,895</u>
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	9	922	7,189
Provision for employee benefits	8	56,276	57,980
TOTAL CURRENT LIABILITIES		<u>57,198</u>	<u>65,169</u>
Provision for employee benefits	8	6,208	4,196
TOTAL NON-CURRENT LIABILITIES		<u>6,208</u>	<u>4,196</u>
TOTAL LIABILITIES		<u>63,406</u>	<u>69,365</u>
NET ASSETS		<u>272,618</u>	<u>229,530</u>
EQUITY			
Accumulated surpluses		272,618	229,530
TOTAL EQUITY		<u>272,618</u>	<u>229,530</u>

The accompanying notes form part of these financial statements.

United Firefighters Union of Australia Tasmania Branch

Statement of Changes in Equity

For the Year Ended 30 June 2017

2017

	Accumulated Surpluses	Total
	\$	\$
Balance at 1 July 2016	229,530	229,530
Net surplus/(deficit) for the year	43,088	43,088
Balance at 30 June 2017	<u>272,618</u>	<u>272,618</u>

2016

	Accumulated Surpluses	Total
	\$	\$
Balance at 1 July 2015	199,795	199,795
Net surplus/(deficit) for the year	29,735	29,735
Balance at 30 June 2016	<u>229,530</u>	<u>229,530</u>

The accompanying notes form part of these financial statements.

United Firefighters Union of Australia Tasmania Branch

Statement of Cash Flows

For the Year Ended 30 June 2017

	2017	2016
Note	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES:		
Receipts to customers	308,878	320,664
Receipts from other reporting units	10(a) -	-
Payments to suppliers and employees	(207,313)	(260,572)
Payment to other reporting units	10(b) (64,729)	(29,242)
Interest received	6,288	5,088
Net cash provided by operating activities	10(a) <u>43,124</u>	<u>35,938</u>
CASH FLOWS FROM INVESTING ACTIVITIES:		
Purchase of property, plant and equipment	(22,545)	(747)
Net cash used by investing activities	<u>(22,545)</u>	<u>(747)</u>
Net increase/(decrease) in cash and cash equivalents held	20,579	35,191
Cash and cash equivalents at beginning of year	<u>269,697</u>	<u>234,506</u>
Cash and cash equivalents at end of financial year	4 <u>290,276</u>	<u>269,697</u>

The accompanying notes form part of these financial statements.

United Firefighters Union of Australia Tasmania Branch

Notes to the Financial Statements

For the Year Ended 30 June 2017

1 Summary of Significant Accounting Policies

These financial report covers United Firefighters Union of Australia Tasmania Branch as an individual entity, incorporated and domiciled in Australia. United Firefighters Union of Australia Tasmania Branch is a registered employee organisation under the Fair Work (Registered Organisations) Act 2009.

(a) Basis of Preparation

The financial report is a general purpose financial report that has been prepared in accordance with Australian Accounting Standards, Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board and the *Fair Work (Registered Organisations) Act 2009*. The Union is a not for profit entity for financial reporting purposes under Australian Accounting Standards.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in financial statements containing relevant and reliable information about transactions, events and conditions. Material accounting policies adopted in the preparation of this financial statements are presented below and have been consistently applied unless otherwise stated.

The financial statements, except for cash flow information, have been prepared on an accruals basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities. The amounts presented have been rounded to the nearest dollar.

(b) Comparative Figures

Where appropriate, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

(c) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments, and bank overdrafts. Bank overdrafts are shown within short-term borrowings in current liabilities in the statement of financial position.

(d) Plant and Equipment

Plant and equipment are measured on the cost basis less, where applicable, any accumulated depreciation. Where the cost model is used, the asset is carried at its cost less any accumulated depreciation and any impairment losses. Costs include purchase price, other directly attributable costs and the initial estimate of the costs of dismantling and restoring the asset, where applicable.

Depreciation

The depreciable amount of all fixed assets including buildings and capitalised leased assets, but excluding freehold land, is depreciated on a straight-line basis over the asset's useful life commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

United Firefighters Union of Australia Tasmania Branch

Notes to the Financial Statements

For the Year Ended 30 June 2017

1 Summary of Significant Accounting Policies continued

(d) Plant and Equipment continued

The depreciation rates, at diminishing value, used for each class of depreciable assets are:

Class of Fixed Asset

Motor Vehicles	25%
Office Equipment	10% - 25%
Leasehold improvements	2.5%

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

(e) Critical Accounting Estimates and Judgments

The Committee evaluates estimates and judgements incorporated into the Financial Statements based on historical knowledge and best available current information. Estimates assume a reasonable expectation of future events and based on current trends and economic data, obtained both externally and within the reporting unit.

For the purpose of measurement, AASB 119: Employee Benefits defines obligations for short-term employee benefits as obligations expected to be settled wholly before 12 months after the end of the reporting period in which the employees render the related services. The Branch expects most employees will not take their annual leave entitlements within this 12 month period in which they were earned, but this will not have a material impact on the amounts recognised in respect of obligations for employees' leave entitlements.

The entity does not control any other reporting units (subsidiaries). Control is achieved where a reporting unit is exposed or has rights to variable returns from its involvement with an investee and has the ability to affect those returns through its power over the reporting unit.

(f) Financial Instruments

Initial recognition and measurement

Financial assets and financial liabilities are recognised when the Branch becomes a party to the contractual provisions of the instrument. For financial assets, this is the equivalent to the date that the Branch commits itself to either the purchase or sale of the asset (i.e. trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transactions costs, except where the instrument is classified 'at fair value through profit or loss' in which case transaction costs are expensed to profit or loss immediately.

Classification and subsequent measurement

Financial instruments are subsequently measured at either fair value, amortised cost using the effective interest rate method, or cost. *Fair value* represents the amount for which an asset could be exchanged or a liability settled, between knowledgeable, willing parties in an arm's length transaction. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

United Firefighters Union of Australia Tasmania Branch

Notes to the Financial Statements

For the Year Ended 30 June 2017

1 Summary of Significant Accounting Policies continued

(f) Financial Instruments continued

Amortised cost is calculated as the amount at which the financial asset or financial liability is measured at initial recognition; less principal repayments and any reduction for impairment and adjusted for any cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the *effective interest method*.

The *effective interest method* is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that exactly discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

(i) *Financial assets at fair value through profit or loss*

Financial assets are classified at 'fair value through profit or loss' when they are either held for trading for the purpose of short-term profit taking, derivatives not held for hedging purposes, or when they are designated as such to avoid an accounting mismatch or to enable performance evaluation where a group of financial assets is managed by key management personnel on a fair value basis in accordance with a documented risk management or investment strategy. Such assets are subsequently measured at fair value with changes in carrying value being included in profit or loss.

(ii) *Loans and receivables*

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost.

(iii) *Held-to-maturity investments*

Held-to-maturity investments are non-derivative financial assets that have fixed maturities and fixed or determinable payments, and it is the Branch's intention to hold these investments to maturity. They are subsequently measured at amortised cost.

(iv) *Available-for-sale financial assets*

Available-for-sale financial assets are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

(v) *Financial liabilities*

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Fees payable on the establishment of loan facilities are recognised as transaction costs of the loan.

United Firefighters Union of Australia Tasmania Branch

Notes to the Financial Statements

For the Year Ended 30 June 2017

1 Summary of Significant Accounting Policies continued

(f) Financial Instruments continued

Impairment

At each reporting date, the reporting unit assesses whether there is objective evidence that a financial instrument has been impaired. In the case of available-for-sale financial instruments, a prolonged decline in the value of the instrument is considered to determine whether an impairment has arisen. Impairment losses are recognised in the statement of comprehensive income.

(g) Employee Benefits

Provision is made for the reporting unit's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled. Employee benefits payable later than one year have been measured at present value of the estimated future cash outflows to be made for those benefits.

Contributions made by the reporting unit to an employee superannuation fund are charged as expenses when incurred.

(h) Provisions

Provisions are recognised when the Branch has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

(i) Revenue and Other Income

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

Subscription income is recognised in the period to which the subscriptions relate.

Interest revenue is recognised over the period for which the funds are invested.

Grant and donation income is recognised when the Branch obtains control over the funds which is generally at the time of receipt.

All revenue is stated net of the amount of goods and services tax (GST).

(j) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Tax Office. In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of an item of the expense. Receivables and payables in the statement of financial position are shown inclusive of GST.

United Firefighters Union of Australia Tasmania Branch

Notes to the Financial Statements

For the Year Ended 30 June 2017

1 Summary of Significant Accounting Policies continued

(j) Goods and Services Tax (GST) continued

Cash flows are presented on a gross basis. The GST components of cash flows resulting from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

(k) Income Tax

No provision for income tax has been raised as the Branch is exempt from income tax under Div 50 of the *Income Tax Assessment Act 1997*.

(l) Adoption of new and revised accounting standards

During the current year, standards which became mandatory had no significant impact on the financial report of the Branch.

(m) New accounting standards for application in future periods

The AASB has issued new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods. The Branch has decided against early adoption of these Standards. The following table summarises those future requirements, and their impact on the Branch:

Standard Name	Effective Date for entity	Requirements	Impact
AASB 9 Financial Instruments	1 January 2018	New standard that simplifies the classification of financial assets, aligns hedging with the entity's risk management practices, and introduces an 'expected credit losses' model for impairment.	The impact of this standard is expected to be minimal.
AASB 15 Revenue from contracts with customers	1 January 2019	New standard in which revenue is recognised to depict the transfer of control of promised goods and services to a customer (rather than when risks and rewards transfers) at the amount that reflects the consideration to which the entity expects to be entitled.	The impact of this standard is expected to be minimal.

United Firefighters Union of Australia Tasmania Branch

Notes to the Financial Statements

For the Year Ended 30 June 2017

1 Summary of Significant Accounting Policies continued

(m) New accounting standards for application in future periods continued

Standard Name	Effective Date for entity	Requirements	Impact
AASB 16 Leases	1 January 2019	New standard that abolishes the concept of the operating lease for lessees by creating a single model for lessees and recognises a 'right of use' asset and financial liability for all leases.	The impact of this standard is expected to be minimal.
AASB 1058 Income of Not-for-Profit entities	1 January 2019	New standard for recognising income in not-for-profit entities, including guidance for when AASB 15 applies. Is expected to defer income recognition in some circumstances, particularly when AASB 15 applies.	The impact of this standard is expected to be minimal.
AASB 2016-2 Statement of Cash Flows disclosures (disclosure initiative)	1 January 2017	Requires disclosure to enable users to evaluate changes in liabilities related to financing activities, including cash and non-cash changes	The impact of this standard is expected to be minimal.

(n) Section 272 Fair Work (Registered Organisations) Act 2009

In accordance with the requirements of the *Fair Work (Registered Organisations) Act 2009*, the attention of members is drawn to the provisions of subsections (1) to (3) of section 272, which reads as follows:

Information to be provided to members or Commissioner:

(i) A member of a reporting unit, or the Commissioner, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application.

(ii) The application must be in writing and must specify the period within which, and the manner in which, information is to be made available. The period must not be less than 14 days after the application is given to the reporting unit.

(iii) A reporting unit must comply with an application made under subsection (1).

United Firefighters Union of Australia Tasmania Branch

Notes to the Financial Statements

For the Year Ended 30 June 2017

1 Summary of Significant Accounting Policies continued

(o) Transaction Occurrence

Any transactions required to be specifically disclosed under the *Fair Work (Registered Organisations) Act 2009* that have not been disclosed in this financial report have not occurred during the financial year.

(p) Going Concern

United Firefighters Union of Australia Tasmania Branch has not received or provided any going concern support. The Branch does not have any going concern agreements in place with any other entity.

2 Revenue

(a) Capitation Fees and Levies

	2017	2016
	\$	\$
Capitation fees received	-	-
Levies received	-	-
	<u>-</u>	<u>-</u>

(b) Grants and Donations

	2017	2016
	\$	\$
Grants	-	-
Donations	-	-
	<u>-</u>	<u>-</u>

3 Expenses

(a) Affiliation Fees, Capitation Fees and Levies

	2017	2016
	\$	\$
ACTU Affiliation	8,672	1,481
ALP Affiliation	-	1,214
Unions Tasmania Affiliation	2,065	2,010
ALP Registration	-	86
UFU of Australia Capitation Fees	20,014	25,729
Campaigns: Fire Crisis 2	-	13,874
Levies	-	-
	<u>30,751</u>	<u>44,394</u>

United Firefighters Union of Australia Tasmania Branch

Notes to the Financial Statements

For the Year Ended 30 June 2017

3 Expenses continued

(b) Employee Expenses

	2017	2016
	\$	\$
Holders of office		
Wages and salaries	-	91,477
Superannuation	-	8,690
Leave and other entitlements	-	10,610
Separation and redundancies	-	-
Other employee expenses	-	-
	-	-
Employees other than office holders		
Wages and salaries	124,065	45,695
Superannuation	9,164	4,341
Leave and other entitlements	308	(1,015)
Separation and redundancies	-	-
Other employee expenses	-	-
Other payroll expenses		
Payroll tax	-	-
	<u>133,537</u>	<u>159,798</u>

(c) Grants and Donations

	2017	2016
	\$	\$
Grants		
Total paid that were \$1,000 or less	-	-
Total paid that were \$1,000 or more	-	-
Donations		
Total paid that were \$1,000 or less	-	-
Total paid that were \$1,000 or more	2,000	-
	<u>2,000</u>	<u>-</u>

United Firefighters Union of Australia Tasmania Branch

Notes to the Financial Statements

For the Year Ended 30 June 2017

3 Expenses continued

(d) Other Administrative Expenses

	2017	2016
	\$	\$
Consideration to employers for payroll deductions	-	-
Penalties via the RO Act or RO Regulations	-	-
Fees/allowances - meetings and conferences	-	1,962
Litigation fees	-	-
Conference/meeting expenses	736	-
Other legal fees	6,000	-
Christmas function	-	2,029
	<u>6,736</u>	<u>3,991</u>

4 Cash and Cash Equivalents

	2017	2016
	\$	\$
Cash on hand	200	200
Cash at bank	82,553	67,397
Short-term bank deposits	207,523	202,100
	<u>290,276</u>	<u>269,697</u>

5 Trade and Other Receivables

	2017	2016
	\$	\$
Trade receivables	-	-
Receivables from other reporting units	-	-
Provision for impairment	-	-
Provision for impairment - other reporting units	-	-
	<u>-</u>	<u>-</u>

6 Other Assets

	2017	2016
	\$	\$
Prepayments	823	1,018
	<u>823</u>	<u>1,018</u>

United Firefighters Union of Australia Tasmania Branch

Notes to the Financial Statements

For the Year Ended 30 June 2017

7 Property, Plant and Equipment

	2017	2016
	\$	\$
Motor vehicles		
At cost	35,898	13,625
Accumulated depreciation	(9,446)	(6,320)
Total motor vehicles	<u>26,452</u>	<u>7,305</u>
Office equipment		
At cost	26,718	26,446
Accumulated depreciation	(18,116)	(16,565)
Total office equipment	<u>8,602</u>	<u>9,881</u>
Leasehold improvements		
At cost	9,399	9,399
Accumulated amortisation	(1,465)	(1,261)
Total leasehold improvements	<u>7,934</u>	<u>8,138</u>
Total plant and equipment	<u>42,988</u>	<u>25,324</u>

United Firefighters Union of Australia Tasmania Branch

Notes to the Financial Statements

For the Year Ended 30 June 2017

7 Property, Plant and Equipment continued

(a) Movements in Carrying Amounts

Movement in the carrying amount for each class of property, plant and equipment between the beginning and the end of the current financial year:

	Motor Vehicles	Office Equipment	Leasehold Improvements	Total
	\$	\$	\$	\$
2016				
Balance at the beginning of year	9,425	10,910	8,347	28,682
Additions	-	747	-	747
Depreciation expense	(2,120)	(1,776)	(209)	(4,105)
Carrying amount at the end of 30 June 2016	7,305	9,881	8,138	25,324
2017				
Balance at the beginning of year	7,305	9,881	8,138	25,324
Additions	22,273	272	-	22,545
Depreciation expense	(3,126)	(1,551)	(204)	(4,881)
Carrying amount at the end of 30 June 2017	26,452	8,602	7,934	42,988

United Firefighters Union of Australia Tasmania Branch

Notes to the Financial Statements

For the Year Ended 30 June 2017

8 Provision for employee benefits

	2017	2016
	\$	\$
CURRENT		
Annual leave - employees	-	1,909
Annual leave - officers	56,276	44,127
Long service leave - employees	-	11,944
Long service leave - officers	-	-
Other employee provisions - employees	-	-
Other employee provisions - officers	-	-
Separation and redundancies - employees	-	-
Separation and redundancies - officers	-	-
	<u>56,276</u>	<u>57,980</u>
NON-CURRENT		
Long service leave - employees	-	-
Long service leave - officers	6,208	4,196
	<u>6,208</u>	<u>4,196</u>

9 Trade and Other Payables

	2017	2016
	\$	\$
Trade payables	3,898	1,936
Trade payables - other reporting units	-	-
Trade payables - legal fees	-	-
Trade payables - litigation	-	-
Trade payables - employers for deductions	-	-
PAYG withholding	-	2,416
GST payable/(refundable)	(2,976)	2,837
	<u>922</u>	<u>7,189</u>

All amounts are short term and the carrying values are considered to be a reasonable approximation of fair value.

United Firefighters Union of Australia Tasmania Branch

Notes to the Financial Statements

For the Year Ended 30 June 2017

10 Cash Flow Information

(a) Reconciliation of Cash Flow from Operations with Surplus/(Deficit)

	2017	2016
	\$	\$
Net surplus/(deficit) for the year	43,088	29,735
Non-cash flows in surplus/(deficit)		
- Depreciation	4,881	4,105
Changes in assets and liabilities		
- (Increase)/decrease in trade and other receivables	-	840
- (Increase)/decrease in prepayments	195	(49)
- (Increase)/decrease in inventories	919	(1,594)
- Increase/(decrease) in trade and other payables	(6,267)	1,306
- Increase/(decrease) in employee benefits	308	1,595
Cashflow from operations	<u>43,124</u>	<u>35,938</u>

(b) Cash Flows with Other Reporting Units

	2017	2016
	\$	\$
Cash Inflows		
	<u>-</u>	<u>-</u>
Cash Outflows		
United Firefighters Union of Australia	(63,109)	(29,424)
United Firefighters Union of Australia Victoria Branch	(1,620)	-
	<u>(64,729)</u>	<u>(29,424)</u>

United Firefighters Union of Australia Tasmania Branch

Notes to the Financial Statements

For the Year Ended 30 June 2017

11 Financial Instruments

Financial Risk Management

The Branch's financial instruments consist mainly of deposits with banks, short-term investments, accounts receivable and payable.

The totals for each category of financial instruments, measured in accordance with AASB 139 as detailed in the accounting policies to these financial statements, are as follows:

		2017	2016
		\$	\$
Financial Assets			
Cash and cash equivalents	4	290,276	269,697
Total financial assets		<u>290,276</u>	<u>269,697</u>
Financial Liabilities			
Financial liabilities at amortised cost			
- Trade and other payables	9	928	7,189
Total financial liabilities		<u>928</u>	<u>7,189</u>

Financial Risk Exposures and Management

The main risks the Branch is exposed to through its financial instruments are credit risk, liquidity risk, interest rate risk, foreign currency risk and price risk.

(a) Interest rate risk

The reporting unit does not have any material interest rate risk. Any risk arising is managed with a mixture of fixed and floating rate investment.

(b) Credit risk

United Firefighters Union of Australia Tasmania Branch does not have any material credit risk exposure to any single receivable or group of receivables under financial instruments entered into by the reporting unit.

(c) Foreign Currency Risk

The reporting unit does not have any exposure to fluctuations in foreign currencies.

United Firefighters Union of Australia Tasmania Branch

Notes to the Financial Statements

For the Year Ended 30 June 2017

11 Financial Instruments continued

(d) Liquidity risk

United Firefighters Union of Australia Tasmania Branch manages liquidity risk by monitoring forecast cash flows and ensuring that adequate cash reserves are maintained.

The tables below reflect an undiscounted contractual maturity analysis for financial liabilities.

Financial liability maturity analysis - Non-derivative

	Within 1 Year		1 to 5 Years		Over 5 Years		Total	
	2017	2016	2017	2016	2017	2016	2017	2016
	\$	\$	\$	\$	\$	\$	\$	\$
Financial liabilities								
Trade and other payables	928	7,189	-	-	-	-	928	7,189
Total contractual outflows	928	7,189	-	-	-	-	928	7,189

The timing of expected outflows is not expected to be materially different from contracted cashflows.

(e) Price risk

United Firefighters Union of Australia Tasmania Branch is not exposed to any material commodity price risk.

Sensitivity Analysis

United Firefighters Union of Australia Tasmania Branch has performed an assessment of its exposure to interest rate risk, liquidity risk and credit risk at balance date. United Firefighters Union of Australia Tasmania Branch is not currently subject to any interest rate risk on its financial liabilities, and has assessed that there is also no exposure to liquidity risk to meet its financial obligations. United Firefighters Union of Australia Tasmania Branch's exposure to credit risk has been assessed as not material, due to the nature, collectability and recoverability of the amounts owed.

As a result of the risk assessment performed by the United Firefighters Union of Australia Tasmania Branch, any positive or negative changes in the interest rate risk, liquidity risk or credit risk would not have a material effect on the financial statements. Hence quantitative disclosures are not required.

United Firefighters Union of Australia Tasmania Branch

Notes to the Financial Statements

For the Year Ended 30 June 2017

12 Other Specific disclosures - Funds

Compulsory levy/voluntary contribution fund

	2017	2016
	\$	\$
Compulsory levy/voluntary contribution funds	-	-

Other fund(s) required by rules

	2017	2016
	\$	\$
Balance as at start of year	-	-
Transferred to reserve	-	-
Transferred out of reserve	-	-
Balance as at end of year	-	-

There have been no fund or account operated in respect of compulsory levies or voluntary contributions.

13 Key Management Personnel Disclosures

The totals of remuneration paid to the key management personnel of United Firefighters Union of Australia Tasmania Branch during the year are as follows:

	2017	2016
	\$	\$
Short-term benefits	113,231	109,869
Long-term benefits	2,012	4,196
Post-employment benefits	-	-
Termination benefits	-	-
Share-based payments	-	-
	<u>115,243</u>	<u>114,065</u>

14 Related Party Transactions

Name	Membership Subscriptions	Outstanding at 30 June 2017
	\$	\$
John Holloway	1,016	-
Greg Cooper	1,016	-
Colin Lockhart	870	-
Warren Frey	870	-
Stewart McKinlay	1,016	-
Glenn Greenland	975	-
Mark Dobson	1,176	-
Grant Joyce	975	-

United Firefighters Union of Australia Tasmania Branch

Notes to the Financial Statements

For the Year Ended 30 June 2017

14 Related Party Transactions continued

Jeremy Patterson	853	-
Jeremy Ripper	885	-

There have been no other related party transactions for the financial year outside those disclosed above and in notes 3(d), 5, 8, 10(b) and 13. Where transactions between related parties do occur these are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated.

15 Auditors' Remuneration

	2017	2016
	\$	\$
Remuneration of the auditor Crowe Horwath Tasmania for:		
- Auditing or reviewing the financial report	4,350	4,200
- Other services	-	-
	<u>4,350</u>	<u>4,200</u>

16 Section 272 Fair Work (Registered Organisations) Act 2009

In accordance with the requirements of the Fair Work (Registered Organisations) Act 2009, the attention of members is drawn to the provisions of subsections (1) to (3) of section 272, which reads as follows:
Information to be provided to members or General Manager:

1. A member of a reporting unit, or the General Manager, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application.
2. The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the reporting unit.
3. A reporting unit must comply with an application made under subsection (1).

17 Capital and Leasing Commitments

There are no capital or leasing commitments as at reporting date.

United Firefighters Union of Australia Tasmania Branch currently leases office space on a monthly basis from Unions Tasmania.

18 Contingent Liabilities and Contingent Assets

There are no contingent liabilities or contingent assets as at reporting date to be disclosed.

19 Events After the End of the Reporting Period

There are no events after the Statement of Financial Position date to be disclosed.

United Firefighters Union of Australia Tasmania Branch

Notes to the Financial Statements

For the Year Ended 30 June 2017

20 Operating Segments

The Branch operates predominantly in one business and geographical segment being servicing the needs of firefighters and to represent their interests in industrial matters.

21 Union Details

The registered office of the union is:
United Firefighters Union of Australia Tasmania Branch
379 Elizabeth Street
NORTH HOBART TAS 7000

United Firefighters Union of Australia Tasmania Branch

Auditors Independence Declaration

For the Year Ended 30 June 2017

I declare that, to the best of my knowledge and belief, during the year ended 30 June 2017 there have been:

- (i) no contraventions of the auditor independence requirements as set out in the Accounting Professional Ethical Pronouncements in relation to the audit; and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.


Crowe Horwath Tasmania



Alison Flakemore
Audit Partner

Dated this 8th day of November 2017.

Hobart, Tasmania.

United Firefighters Union of Australia Tasmania Branch

Independent Audit Report to the members of United Firefighters Union of Australia Tasmania Branch Opinion

We have audited the financial report of United Firefighters Union of Australia Tasmania Branch, which comprises the statement of financial position as at 30 June 2017, the statement of comprehensive income, the statement of changes in equity and the statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the Committee of Management Statement.

In our opinion, the accompanying financial report presents fairly, in all material respects, the financial position of the Branch as at 30 June 2017, and of its financial performance and its cash flows for the year then ended in accordance with:

- a) the Australian Accounting Standards; and
- b) any other requirements imposed by the Reporting Guidelines or Part 3 of Chapter 8 of the *Fair Work (Registered Organisations) Act 2009 (the RO Act)*.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Branch in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter – Going Concern

We have assessed that management's use of the going concern basis of accounting in the preparation of the Committee's financial report appears appropriate.

Other Information

The Committee are responsible for the other information. The other information comprises the Operating Report the year ended 30 June 2017, but does not include the financial report and our auditor's report thereon. Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

United Firefighters Union of Australia Tasmania Branch

Independent Audit Report to the members of United Firefighters Union of Australia Tasmania Branch

Responsibilities of the Committee of Management for the Financial Report

The Committee is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the *Fair Work (Registered Organisations) Act 2009*. This responsibility includes; designing, implementing and maintaining internal control relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Committee is responsible for assessing the Branch's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the Committee either intends to liquidate the Branch or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Branch's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Committee's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Committee of Management.
- Conclude on the appropriateness of the Committee's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Committee's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in the auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our

United Firefighters Union of Australia Tasmania Branch

Independent Audit Report to the members of United Firefighters Union of Australia Tasmania Branch

opinion. Our conclusions are based on the audit evidence obtained up to the date of the auditor's report. However, future events or conditions may cause the Reporting Unit to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Committee to express an opinion on the financial report. Our responsible for the direction, supervision and performance of the Committee audit. We remain solely responsible for our audit opinion.

We communicate with the Committee regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during the audit.


Crowe Horwath Tasmania


Alison Flakemore
Audit Partner

Audit Partner Qualifications

Fair Work (Registered Organisations) Act 2009 – Registered Auditor No AA2017/135
Bachelor of Commerce with Honours
Registered Company Auditor No. 241220
Institute of Chartered Accountants Australia No. 96387
Hold a current Practise Certificate

Dated this...^{8th}...day of...^{November}...2017.

Hobart, Tasmania.



United Firefighters Union of Australia Tasmania Branch

Protecting Professional Firefighters since 1943

www.ufutas.asn.au

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Branch President: John Holloway 0498 260 490

File No: Audit 2017
File Name: Certificate of President 2017

9 December 2017

Ken Morgan
Financial Reporting Specialist
Registered Organisations Commission
GPO Box 2983
MELBOURNE VIC 3001

Dear Mr Morgan

**Re: United Firefighters Union of Australia Tasmania Branch
s.268 *Fair Work (Registered Organisations) Act 2009*
CERTIFICATE OF BRANCH PRESIDENT
Certificate for the period ended 30 June 2017**

I, John Holloway, being the Branch President of the United Firefighters Union of Australia Tasmania Branch certify:

- that the documents lodged herewith are copies of the full report for the United Firefighters Union of Australia Tasmania Branch to the period ended 30 June 2017 Referred to in s.268 of the *Fair Work (Registered Organisations) Act 2009*; and
- that the full report was made available by link to members of the reporting unit by e-mail on 23 November 2017; and
- that the full report was presented to and accepted at the Annual General Meeting of members held on Friday 1 December 2017

I declare on behalf of the United Firefighters Union of Australia Tasmania Branch that the above is a correct statement.

Yours faithfully

John Holloway
Branch President